

# City of Fontana

8353 Sierra Avenue  
Fontana, CA 92335



## Regular Agenda

**Next Reso. FFD 2025-003**

**Tuesday, June 24, 2025**

**2:00 PM**

**Grover W. Taylor Council Chambers**

## **Fire Protection District**

*Phillip Cothran - President*  
*John Roberts - Vice President*  
*Jesus "Jesse" Sandoval - Commissioner*  
*Peter A. Garcia- Commissioner*  
*Acquanetta Warren - Commissioner*  
*Janet Koehler-Brooks - City Treasurer*  
*Germaine Key - District Secretary*

## **Welcome to the Meeting!**

Welcome to the City of Fontana meeting. Meetings are held at the Grover W. Taylor Council Chambers 8353 Sierra Avenue Fontana, CA 92335. To address the Council, please fill out a card located at the entrance to the right indicating your desire to speak on either a specific agenda item or under Public Communications and give it to the City Clerk. Your name will be called when it is your turn to speak. In compliance with Americans with Disabilities Act of 1990 (42 USC § 12132), the Council Chambers is wheelchair accessible, and a portable microphone is available. Upon request, this agenda will be made available in appropriate alternative forms to persons with disabilities, as required by Section 12132 of the Americans with Disabilities Act of 1990. Any person with a disability who requires accommodation to participate in a meeting should direct such a request to the City Clerk's Office at (909) 350-7602 at least 48 hours before the meeting, if possible. Any public record, relating to an open session agenda item, that is distributed within 72 hours prior to the meeting is available for public inspection at the City Clerk's Office.

Para traducción en Español, comuníquese con la oficina, "City Clerk" al (909) 350-7602.

The City of Fontana is committed to ensuring a safe and secure environment for its residents to engage with the government. No oversized bags or backpacks (size limit of 14"x14"x6") will be allowed inside the Council Chambers. All bags are subject to search. Face masks are prohibited in the Council Chambers, but clear masks will be provided upon request to accommodate individuals with medical needs, ensuring their safety and well-being. Before entering the Council Chambers, you may be subject to a metal detector screening. The City Manager retains the discretion to grant any exemptions. Fontana aims to provide safe buildings for our community members, employees, and visitors.

## **CALL TO ORDER/ROLL CALL:**

### **A. Call the Meeting to Order**

## **PUBLIC COMMUNICATIONS:**

This is an opportunity for citizens to speak to the members of the meeting for up to 3 minutes on items not on the Agenda, but within the District's jurisdiction. The District is prohibited by law from discussing or taking immediate action on non-agendized items.

### **A. Public Communications**

## **CONSENT CALENDAR:**

All matters listed under CONSENT CALENDAR will be enacted by one motion in the form listed below - there will be no separate discussion on these items prior to the time they are voted on, unless a member requests a specific item be removed from the Consent Calendar for discussion.

### **A. Approval of Minutes**

**[25-0345](#)**

Approve the minutes of the June 10, 2025, Fire Protection District Meeting.

**Attachments:** [Fire Protection District Meeting Minutes 06-10-2025.pdf](#)

- B. Amendment No. 10 to the San Bernardino County Fire Protection District Agreement 18-354 for Fire Protection and Emergency Medical Services for Fiscal Year 2025-26 in the amount not to exceed \$45,758,841. [25-0324](#)**

Approve Amendment No. 10 to San Bernardino County Fire Protection District Agreement 18-354 for Fire Protection and Emergency Medical Services for Fiscal Year 2025-26 in the amount of \$45,758,841.

**Attachments:** [Attachment No. 1- Amendment to Revenue Agreement with Fontana FPD.pdf](#)

## **EXECUTIVE DIRECTOR'S COMMUNICATIONS:**

- A. Executive Director's Communications**

## **ELECTED OFFICIALS COMMUNICATIONS/COMMITTEE REPORTS:**

- A. Elected Officials Communications/Committee Reports**

## **ADJOURNMENT:**

- A. Adjournment**

Adjourn to the next Regular Fire Protection District Meeting at 2:00 p.m. in the Grover W. Taylor Council Chambers located at 8353 Sierra Avenue, Fontana, California.



# City of Fontana

8353 Sierra Avenue  
Fontana, CA 92335

## Action Report

### Fire Protection District

---

**File #:** 25-0345

**Agenda #:** A.

**Agenda Date:** 6/24/2025

**Category:** Consent Calendar

---

**FROM:**

City Clerk

**SUBJECT:**

Approval of Minutes

**RECOMMENDATION:**

Approve the minutes of the June 10, 2025, Fire Protection District Meeting.

**COUNCIL GOALS:**

- Create and maintain a dynamic team by supporting the decisions of the majority once made.
- Create and maintain a dynamic team by communicating Goals and Objectives to all commissions and employees.

**DISCUSSION:**

The District will consider approval of the minutes of the June 10, 2025, Fire Protection District meeting. The draft minutes are attached to this report for District review and approval.

**FISCAL IMPACT:**

None.

**MOTION:**

Approve staff recommendation.

# City of Fontana

8353 Sierra Avenue  
Fontana, CA 92335



## Minutes

**Tuesday, June 10, 2025**

**2:00 PM**

**Grover W. Taylor Council Chambers**

## **Fire Protection District**

*Phillip Cothran - President*  
*John Roberts - Vice President*  
*Jesus "Jesse" Sandoval - Commissioner*  
*Peter A. Garcia- Commissioner*  
*Acquanetta Warren - Commissioner*  
*Janet Koehler-Brooks - City Treasurer*  
*Germaine Key - District Secretary*

## **CALL TO ORDER/ROLL CALL:**

### **A. 2:00 P.M. Call the Meeting to Order**

A Regular Meeting of the Fontana Fire Protection District was held in the Grover W. Taylor Council Chambers, 8353 Sierra Avenue, Fontana, CA 92335, on Tuesday, June 10, 2025.

President Cothran called the meeting to order at 2:08 p.m.

## **ROLL CALL:**

**PRESENT:** President Cothran, Vice-President Roberts, Commissioners Warren, Garcia, and Sandoval.

City Treasurer Koehler-Brooks was also in attendance.

**ABSENT:** District Secretary Key

## **PUBLIC COMMUNICATIONS:**

### **A. Public Communications**

No public communications were received.

## **CONSENT CALENDAR:**

**ACTION:** Motion was made by Vice-President Roberts, seconded by Commissioner Garcia, and passed unanimously by a vote of 5-0 to approve Consent Calendar Item "A." The motion carried by the following vote: **AYES:** Warren, Garcia, Cothran, Roberts, and Sandoval; **NOES:** None; **ABSTAIN:** None; **ABSENT:** None

- A. Approval of Minutes** **25-0270**  
Approve the minutes of the March 25, 2025, Fire Protection District Meeting.

## **NEW BUSINESS:**

- A. Proposed Operating Budget for the Fire Protection District for Fiscal Years 2025/26 and 2026/27** **25-0285**
1. Adopt **Resolution No. FFD 2025- 001**, of the Fontana Fire Protection District adopting the District's Annual Operating Budget for Fiscal Years 2025/2026 and 2026/2027.

2. Adopt **Resolution No. FFD 2025- 002**, of the Fontana Fire Protection District establishing an appropriations limit of \$206,256,720, pursuant to Article XIII (B) of the California Constitution for Fiscal Year 2025/2026.
3. Authorize the carryforward of available one-time funding and capital improvement project budgets at 2024-25 fiscal yearend to the following fiscal year.

Chief Financial Officer Jessica Brown provided the staff report.

**ACTION: Motion was made by Vice-President Roberts, seconded by Commissioner Garcia, and passed unanimously by a vote of 5-0 to approve New Business Item "A." The motion carried by the following vote: AYES: Warren, Garcia, Cothran, Roberts, and Sandoval; NOES: None; ABSTAIN: None; ABSENT: None**

## **EXECUTIVE DIRECTOR'S COMMUNICATIONS:**

### **A. Executive Director's Communications**

No Executive Director's Communications were received.

## **ELECTED OFFICIALS COMMUNICATIONS/COMMITTEE REPORTS:**

### **A. Elected Officials Communications/Committee Reports**

No Elected Officials Communications were received.

## **ADJOURNMENT:**

### **A. Adjournment**

President Cothran adjourned the meeting at 3:40 p.m.

---

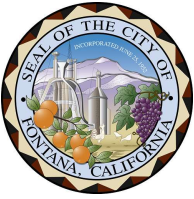
Phillip Cothran  
District President

THE FOREGOING MINUTES WERE ADOPTED AND APPROVED BY THE FONTANA FIRE PROTECTION DISTRICT ON JUNE 24, 2025.

---

Germaine Key  
District Secretary





# City of Fontana

8353 Sierra Avenue  
Fontana, CA 92335

## Action Report

### Fire Protection District

**File #:** 25-0324

**Agenda #:** B.

**Agenda Date:** 6/24/2025

**Category:** Consent Calendar

#### **FROM:**

Management Services

#### **SUBJECT:**

Amendment No. 10 to the San Bernardino County Fire Protection District Agreement 18-354 for Fire Protection and Emergency Medical Services for Fiscal Year 2025-26 in the amount not to exceed \$45,758,841.

#### **RECOMMENDATION:**

Approve Amendment No. 10 to San Bernardino County Fire Protection District Agreement 18-354 for Fire Protection and Emergency Medical Services for Fiscal Year 2025-26 in the amount of \$45,758,841.

#### **DISCUSSION:**

Since its formation in 2008, the Fontana Fire Protection District (District) has contracted with the San Bernardino County Fire Protection District (County) for fire protection and emergency medical services. Services as proposed for fiscal year 2025-26 will be provided through 8 fire stations throughout the City of Fontana. The proposed contract amount for 2025-26 is \$45.8 million which represents decrease of 7.7% as compared to the 2024-25 contract and is summarized below.

Contract Cost Category	Cost
<b>Salaries &amp; Benefits</b>	
Suppression	33,121,851
Chief Officers	2,404,215
Fire Prevention	1,462,133
Overhead	2,440,602
<b>Operating Expense</b>	
Services & Supplies	4,041,334
Station Expenses	1,794,499
Fire Prevention	258,440
<b>Administrative Overhead</b>	730,676
<b>Total</b>	<b>46,253,750</b>
<b>CPI-U Adjustment</b>	<b>(494,909)</b>
<b>Adjusted Total</b>	<b>45,758,841</b>

#### **Salaries and Benefits**

Total staffing costs as proposed are \$39.4 million, which represents an increase of 7.4% or \$2.7 million as compared to 2024-25 and is primarily due to negotiated salary and benefit increases. The

contract as proposed funds 139.61 full-time equivalent personnel.

Salaries and Benefits	Number of Positions	Average Cost Per Position	Annual Cost	% Change From PY
<b>Suppression</b>				
Captain	30	342,858	10,285,749	3.8%
Engineer	30	282,950	8,488,511	9.0%
FireFighter EMT	18	217,907	3,922,327	21.9%
FireFighter Paramedic	42	225,157	9,456,597	7.9%
<b>Specialized Teams</b>				
Captain	2	342,858	685,717	3.8%
Engineer	1	282,950	282,950	9.0%
<b>Suppression Total</b>	<b>123</b>		<b>\$33,121,851</b>	
<b>Fire Prevention Services</b>				
Office Assistant II	2	67,425	134,850	(0.4%)
Office Assistant III	1	69,516	69,516	5.8%
Senior Plans Examiner	1	161,866	161,866	9.5%
Front Counter Technician	1	106,447	106,447	3.2%
Assistant Fire Marshal	1	203,942	203,942	5.8%
Fire Plans Examiner	1	153,682	153,682	5.0%
Fire Prevention Officer	4	157,958	631,830	(0.5%)
<b>Fire Prevention Total</b>	<b>11</b>		<b>\$1,462,133</b>	
<b>Chief Officers</b>				
Assistant Chief	1	527,642	336,269	15.7%
Battalion Chief	4.97	415,831	2,067,946	(1.6%)
<b>Chief Officers Total</b>	<b>5.61</b>		<b>\$2,404,215</b>	
<b>Overhead</b>	Not Included		<b>2,440,602</b>	0.0%
<b>Total Salaries and Benefits</b>	<b>139.61</b>		<b>\$39,428,801</b>	

### Services and Supplies

Services and supplies as proposed are \$4.0 million, which represents an increase of 17.2% or \$593,642 as compared to 2024-25. Services and supplies primarily consists of:

- CONFIRE (\$1.3 million) - communications, dispatch, computer information systems support (IS), and geographic information systems (GIS) services.
- Overhead (\$780,744) - allocated overhead for departmental and County central services.
- Turnout Safety Gear & Equipment (\$1.2 million) - annual new and replacement turnout gear, SCBA's, and equipment.
- General Operating Expenses (\$692,066) - other operating expenses.

### Fire Station Expenses

Fire Station expenses as proposed are \$1.8 million, which represents an increase of 1.8% as compared to 2024-25. There were no notable increases.

**Fire Prevention Services**

Fire Prevention Services and Supplies of \$258,440 reflects a 4.2% or \$11,418 decrease as compared to the prior fiscal year and primarily funds Office of the Fire Marshall administrative overhead in the amount of \$215,740 with the balance programmed for general operating expenses.

**Administrative Overhead**

Administrative Overhead of \$730,676 reflects a 9.1% or \$60,787 increase as compared to the prior fiscal year. This represents the District's percent allocation of SBCFPD Administrative Overhead.

**CPI-U Adjustment**

Per the District's contract with SBCFPD, Section 3 Compensation (b), the annual increases in administrative costs related to the execution of the contract cannot exceed 6%. As proposed, these costs increased by 11% and the CPI-U Adjustment of \$494,909 reduces the costs to reflect a 6% increase.

**FISCAL IMPACT:**

The fiscal impact associated with the approval of this item is \$45,758,841 and is included in the fiscal year 2025-26 adopted budget.

**MOTION:**

Approve Amendment No. 10 to San Bernardino County Fire Protection District Agreement 18-354 for Fire Protection and Emergency Medical Services for Fiscal Year 2025-26 in the amount of \$45,758,841.



**Contract Number**

18-354 A-10

**SAP Number**

## San Bernardino County Fire Protection District

<b>Department Contract Representative</b>	Dan Munsey
<b>Telephone Number</b>	909-387-5779
<b>Contractor</b>	Fontana Fire Protection District
<b>Contractor Representative</b>	Matthew Ballantyne
<b>Telephone Number</b>	909-350-7654
<b>Contract Term</b>	July 1, 2018, to June 30, 2038
<b>Original Contract Amount</b>	\$29,454,560
<b>Amendment Amount</b>	\$45,758,841
<b>Total Contract Amount</b>	
<b>Cost Center</b>	
<b>Grant Number (if applicable)</b>	

### IT IS HEREBY AGREED AS FOLLOWS:

The Fontana Fire Protection District (DISTRICT) and the San Bernardino County Fire Protection District (SBCFPD) agree to amend Agreement No. 18-354 (Agreement) as follows:

Pursuant to Section 3.B. of the Agreement, Section 3.A. is amended to read as follows:

#### 3. Compensation:

- A. For the services provided by SBCFPD to DISTRICT, on and after July 1, 2025, DISTRICT shall pay SBCFPD the total lump sum of \$45,758,841 annually, subject to future annual adjustments as described in Section 3.B. DISTRICT shall pay SBCFPD on a monthly basis in accordance with the payment schedule set below. A cost breakdown of the lump sum annual amount for SBCFPD Fiscal Year 2025-26 is shown in Exhibit "A", attached hereto and incorporated herein by this reference. Payments shall be due by the first (1st) day of each month of service pursuant to Health and Safety Code section 13878. SBCFPD shall have the right to terminate this Agreement sooner than provided for in Section 21 if the DISTRICT does not make timely payments of its obligations hereunder to SBCFPD.

Month of Service	Payment Due	Payment Amount
July 2025	July 1, 2025	\$3,813,245
August 2025	August 1, 2025	\$3,813,236
September 2025	September 1, 2025	\$3,813,236
October 2025	October 1, 2025	\$3,813,236

November 2025	November 1, 2025	\$3,813,236
December 2025	December 1, 2025	\$3,813,236
January 2026	January 1, 2026	\$3,813,236
February 2026	February 1, 2026	\$3,813,236
March 2026	March 1, 2026	\$3,813,236
April 2026	April 1, 2026	\$3,813,236
May 2026	May 1, 2026	\$3,813,236
June 2026	June 1, 2026	\$3,813,236

This Amendment No. 10 is effective July 1, 2025. All other terms of Agreement No. 18-354 shall remain in full force and effect.

This Amendment No. 10 to the Agreement may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Agreement. The parties shall be entitled to sign and transmit an electronic signature of this Amendment No. 10 to the Agreement (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment No. 10 to the Agreement upon request.

### San Bernardino County Fire Protection District

►

\_\_\_\_\_  
Dawn Rowe, Chair, Board of Directors

Dated: \_\_\_\_\_  
SIGNED AND CERTIFIED THAT A COPY OF THIS  
DOCUMENT HAS BEEN DELIVERED TO THE  
CHAIR OF THE BOARD

Lynna Monell, Secretary

By \_\_\_\_\_  
Deputy

### Fontana Fire Protection District

(Print or type name of corporation, company, contractor, etc.)

By ► \_\_\_\_\_  
(Authorized signature - sign in blue ink)

Name \_\_\_\_\_  
(Print or type name of person signing contract)

Title \_\_\_\_\_  
(Print or Type)

Dated: \_\_\_\_\_

Address \_\_\_\_\_

### FOR COUNTY USE ONLY

Approved as to Legal Form

► \_\_\_\_\_  
Richard Luczak, Deputy County Counsel

Date \_\_\_\_\_

Reviewed for Contract Compliance

► \_\_\_\_\_

Date \_\_\_\_\_

Reviewed/Approved by Department

► \_\_\_\_\_

Date \_\_\_\_\_

**EXHIBIT A**



**City of Fontana  
FY 2025-26 Annual Costs  
May 21, 2025**

<b>Salaries and Benefits</b>	<b>Number of Positions</b>	<b>Average Cost Per Position</b>	<b>Annual Costs</b>
<b>Suppression</b>			
Captain	30	342,858	10,285,749
Engineer	30	282,950	8,488,511
FireFighter EMT	18	217,907	3,922,327
FireFighter Paramedic	42	225,157	9,456,597
<b>Specialized Teams</b>			
Captain	2	342,858	685,717
Engineer	1	282,950	282,950
<b>Suppression Total</b>	<b>123</b>		<b>\$33,121,851</b>
<b>Fire Prevention Services</b>			
Office Assistant II	2	67,425	134,850
Office Assistant III	1	69,516	69,516
Senior Plans Examiner	1	161,866	161,866
Front Counter Technician	1	106,447	106,447
Assistant Fire Marshal	1	203,942	203,942
Fire Plans Examiner	1	153,682	153,682
Fire Prevention Officer	4	157,958	631,830
<b>Fire Prevention Total</b>	<b>11</b>		<b>\$1,462,133</b>
<b>Chief Officers</b> (Fire Prevention FTEs excluded from allocation)			
Assistant Chief 63.73% of (1)	0.64	527,642	336,269
Battalion Chief 33.15% of (15)	4.97	415,831	2,067,946
<b>Chief Officers Total</b>	<b>5.61</b>		<b>\$2,404,215</b>
<b>Overhead</b>			
Fire Admin Overhead			915,412
Division Admin Overhead			166,951
MIS Overhead			158,180
OFM Overhead			80,533
SCBA Overhead			39,269
Training Department			448,225
Training Tower			247,608
Vehicle Services Overhead			384,424
<b>Overhead Total</b>			<b>\$2,440,602</b>
<b>Total Salaries and Benefits</b>	<b>139.61</b>		<b>\$39,428,801</b>
<b>Operating Expenses</b>			
<b>Services and Supplies</b>			4,041,334
<b>Station Expenses</b>			
C071			349,630
C072			237,810
C073			216,960
C074			192,335
C077			219,768
C078			211,665
C079			189,311
C081			177,020
P270 Fire Prevention Services and Supplies			258,440
<b>Total Services and Supplies and Station Expenses</b>			<b>\$6,094,273</b>
<b>Administrative Overhead Costs</b>			<b>730,676</b>
<b>Total Operating Expenses</b>			<b>\$6,824,949</b>
<b>CPI-U Adjustment</b> (Applied to Non S&B portion of S&S, Fire Prevention, and Admin Overhead)			<b>(494,909)</b>
<b>Total Annual Service Contract Requirements</b>			<b>\$45,758,841</b>